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ANNOUNCEMENT

SUBJECT: Senior Executive Service Candidate Development Program (SESCDP) -- Application Evaluation Process and Other Pertinent Information

This announcement provides information on the application evaluation process relative to the NASA 2003 SESCDP call for which applications are due on November 7, 2003. The complete vacancy announcement (NA04N0041) and information on how to build your resume, which was communicated to the Goddard community through Center Training Coordinators, can be viewed at the following link: http://www.nasajobs.nasa.gov/. For candidate development guidelines, see: http://nasapeople.nasa.gov/training/devprogs/CDDguidelines.htm.

The SESCDP is one of the many Agencywide leadership development programs designed to support NASA's, but more specifically, Goddard's Succession Management Planning (SMP) strategies. This highly competitive program, which provides a series of intensive developmental experiences, looks to develop a cadre of individuals who are judged to have a high potential for assuming executive responsibilities. While the SESCDP is an important source of candidates for SES positions, successful completion of the program does not guarantee selection for such a position.

What you need to know...

- The GSFC Executive Development Advisory Panel (EDAP) will review all applications to determine which candidates meet all of the required criteria. All candidates meeting the criteria will be forwarded to the Goddard Executive Resources Board (GERB).
- The GERB will focus on ascertaining each applicant's knowledge, skills, and abilities against a Center re-entry strategy and prioritize all applicants prior to sending the applications to NASA Headquarters. The re-entry strategy involves what potential SES position would exist for the applicant within the next 3 to 5 years.

What interested applicants and their supervisors are strongly encouraged to do...

- Meet to discuss how the applicant meets program qualification requirements, and how they can address the Center re-entry strategy.

Process of Application Evaluation

In light of NASA's ongoing efforts to create a more strategic approach to the development of its leaders, Goddard has recently decided that the Center-level applicant review, screening, and prioritization of the candidates will be undertaken by the Goddard EDAP, and the new GERB, which replaces the former SESCDP Panel. The EDAP, which consist of Executive representatives from Codes 100, 110, 120, 150, 200, 300, 400, 500, 600, 800, and 900, with Alison McNally as Chair, will ensure that each applicant meets the required criteria and will review the applicants on their demonstrated leadership/management background, and their high potential to benefit from the program like enhancing their multi-organizational experiences and leadership development. The GERB, which consists of the Center Director, Deputy Director, Associate Director, the Director of Code 500, the Director of either Code 600 or 900 (on an alternating basis), and the Director of Code 110 as Executive Secretary, will then complete the process by prioritizing all nominations for submission to Headquarters. The key factor that the GERB will be evaluating is the re-entry strategy: Does the Center have a clear strategy for this individual that effectively uses the knowledge, skills, and abilities gained to support the achievement of Center goals? Will there be a potential SES position available for this person within the next 3 to 5 years?

The Agency-level Executive Resources Panel may contact supervisors for recommendations on the executive potential of applicants, and interviews may be requested of the applicants. Therefore, supervisors are *strongly* encouraged to discuss this process with their staff, and offer to review applicant skill matches and SES positions against a Center re-entry strategy.

Qualifications and Program Requirements

Thirty-five vacancies will be filled across the Agency, which are open to NASA and other Civil Service applicants. Although applicants must have at least 1 year experience in a senior level position (GS-14/15 level or equivalent), the announcement further states, "It is expected that selections will be made predominately from among applicants with GS-15 level experience or equivalent." During the 12 to 18 month long program, candidates are expected to accept as a minimum, a developmental work assignment of at least 6 months in length; or two developmental work assignments each at least 90 days in length.

Application Documentation

Applicants must submit a resume and two supplemental statements. The statements include providing two examples of significant achievements that demonstrate: 1). the applicant's potential to excel in an **executive leadership position** (i.e. a managerial, supervisory, or policy making position above grade 15 for which leadership competencies are paramount); and 2). what their objectives and professional goals are over the next 5 years and how the program will help them to achieve their goals.

If you have questions or need additional information, please contact the Program Manager, Lori Moore, at 6-5087.

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Acting Director of Human Resources